

# Acquisition Planning Policy - 1.1.P (12/15/99)

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[Last Update: \(12/15/99\) ABachicha:dal - 1.1.P.0](#)

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## Last Update: (12/15/99) ABachicha:dal - 1.1.P.0

This policy has been reformatted for placement on Sandia's External Web site.

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## Background - 1.1.P.1

Acquiring supplies, equipment and services in a timely manner is difficult due to the complexity and high dollar value of many procurements at SNL. Acquisition planning can reduce procurement cycle time by increasing emphasis on cooperation between the line organizations and Procurement. The process can contribute directly to:

- defining actual needs,
- analyzing probable effects of minimum requirements on the total price paid,
- avoiding unnecessary or emergency purchases,
- identifying potential cost savings,
- targeting supplier sources to enhance competition, and

- identifying special factors that should be a part of the evaluation/selection process.
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## Policy - 1.1.P.2


It is SNL's policy to engage in acquisition planning in order to make maximum use of precontracting techniques. Early acquisition planning can :


- promote early involvement by procurement during the program planning phase
- improve the understanding of the entire acquisition process and requirements, for both the SCR and Requester,
- shorten the procurement cycle time, and
- help to ensure that the Best-Value is obtained for SNL.

Acquisition planning is mandatory for individual requirements over \$100,000, including the values of all options.

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Send feedback on ideas and information on this page to the Process Expert, Adolph Bachicha.

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